

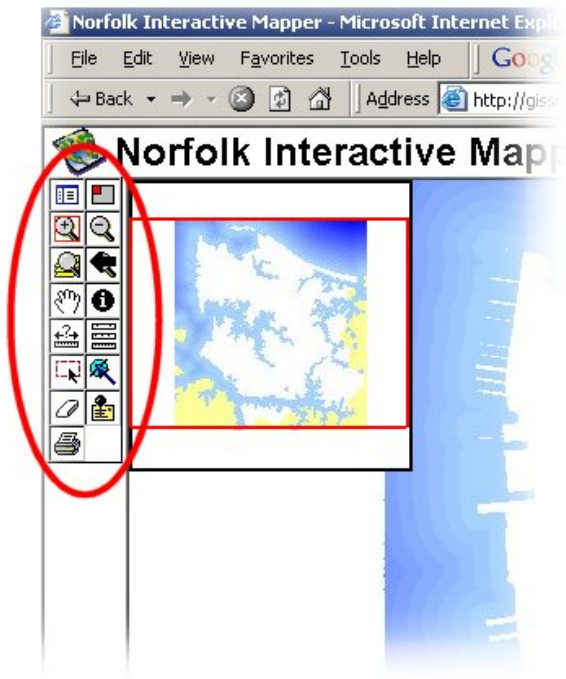
## Norfolk Interactive Mapper

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## TOOLS


Below is a list of tools used in the Norfolk Interactive Mapper. The Toolbar is located to the left of the main map.




*Toolbar*


 **Legend/Layer List Toggle:** This tool allows you to toggle between the legend or the layer list in the right-hand panel of the viewer.


 **Overview Map:** This tool allows you to turn on or off the overview map that is displayed in the upper left corner of the map panel.


 **Zoom In:** The magnifying glass with the plus sign is used to zoom in on a specific point on the map. To use the tool, select the zoom in icon from the tool bar, then click, or drag a box on the map. To draw the zoom-in box, click the left mouse button, and, while holding it down, drag the cursor to the other corner of the area you want to magnify, releasing the button. The specified area will be enlarged. If you click the map, the point on which you click becomes the center of magnification, and, subsequently, the center of the new map.


 **Zoom Out:** The magnifying glass with the minus sign is used to zoom out from the map to view a larger area. To use the tool, select the zoom out icon from the map tool panel, then click, or drag a box on the map. To draw the zoom-out box, click the left mouse button, and, while holding it down, drag the cursor to the other corner of the area you want to reduce, releasing the button. The specified area will be reduced and a larger area of the map is displayed. As a rule, the smaller the box, the larger the area displayed. If you click the map, the

point on which you click becomes the center of magnification, and, subsequently, the center of the new map.

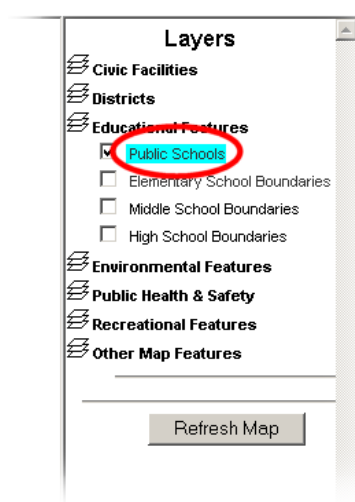
 **Zoom to Full Extent:** The full extent tool allows you to quickly zoom out to the map's maximum extent (full view). To use the full extent function, simply click on the full extent icon. The full map area will be displayed in the map panel.

 **Zoom to Last View:** The 'Zoom to Last Extent' tool allows you to quickly zoom back to the last extent you were viewing. \*Use this instead of the 'Back' button on your browser.

 **Pan:** The hand is the pan tool. Panning is a useful function that allows you to move around the map without changing the scale. Think of it as shifting a paper map across a desktop in order to view a different portion of it. To use the pan tool, select the pan icon from the tool bar, then click and hold down the left mouse button. Drag the map in the direction you want to pan, releasing the mouse button when you are done.



 **Identify:** The Identify tool allows you to get attribute information about a feature by clicking on it. Select and then click on a feature to get basic information. The information returned will be from the active layer. Results from the Identify tool appears in the lower panel of the HTML Viewer.


1. Click on the name of the layer in the legend to make it active. An active layer is highlighted in light blue.




2. Click the Identify button.
3. Click a feature on the map.
4. The results of the Identify are shown in the Identify Results dialog box.

If more than one feature is found, the features are listed in the Features panel. Click each feature to see its Identify results.


 **Measure:** The measure tool allows you to measure distances on the map. To use the tool, select it from the toolbar, then click on the map. A red dot will appear to indicate your starting point. Clicking on the map a second time will draw a second point and connect the two with a red and white line. In the upper left hand corner of the map panel a display will appear showing you the length (in feet) of the segment you have just drawn. You can continue to draw additional line segments - the length of each segment will be added to your total distance measured. To clear the line(s) click the "Clear Selected" button .

 **Set Units:** Click the button and select a new distance unit (feet, miles, meters, and kilometers). This will affect the scalebar and measuring. The default value is feet.

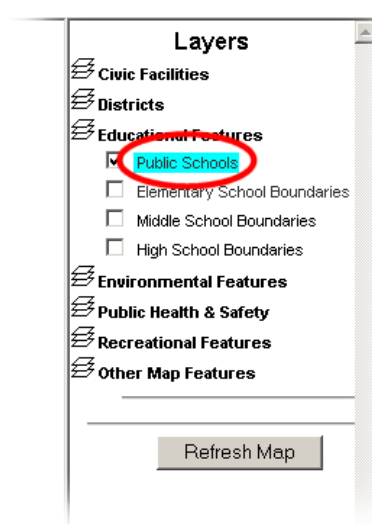
 **Select by Rectangle:** You can use the "Select by Rectangle" tool to select features and view their attribute values. To use the tool:

1. Click a layer in the layer list to make it active.
2. Click the "Select by Rectangle" button.
3. Click and drag a rectangle on the map to select a feature(s).
4. The attribute values for the selected feature(s) will appear in the panel beneath the map.

To clear the selected features click the "Clear Selected" button .

 **Select by Line or Polygon:** The "Select by Line/Polygon" tool works in much the same way as the "Select by Rectangle" tool (see section above). This tool, however, gives you the ability to draw a "customized" polygon shape around the features you wish to select **or** draw a transect line that passes through multiple features. To use the tool:

1. Click on the name of the layer in the legend to make it active. An active layer is highlighted in blue.



2. Click the "Select by Line/Polygon" button.  
3. Click once to draw your starting point; a red dot will appear.

*To draw a line:*


4a. Click a second point on the map; a red line will be drawn between the two points. In the panel beneath the map click the "Complete Line & Select" button. Any feature that comes in contact with the line will be selected.


*To draw a polygon:*

4b. Continue adding points until you have defined the shape you wish to draw. In the panel beneath the map click the "Complete Polygon & Select" button. Any feature that falls within the boundaries of your polygon will be selected. The attribute values for the selected feature(s) will appear in the panel below the map.

To clear the selected features click the "Clear Selected" button .

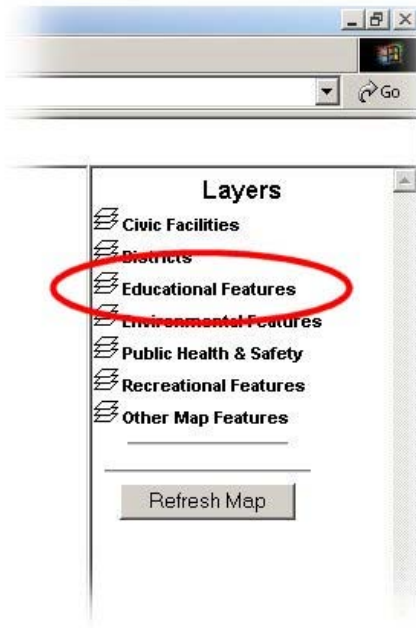
 **Clear Selection:** Clears selected features and returns a fresh map.

 **Locate Address:** This tool enables a panel below the main map with dialog boxes to locate an address by streets or cross streets.

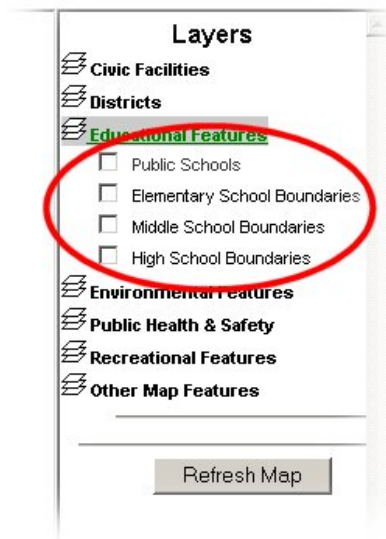
 **Print:** Click this button, enter a title for your map, and click "Create Print Page". A new browser window will appear with a map layout. Pop-up blockers must be disabled for this to work. Use the print button on your browser to complete the print operation.

## ADDING DATA LAYERS TO THE MAP

All layers in a map are listed to the right of the map. To turn on a layer, click on category heading to expand the list.

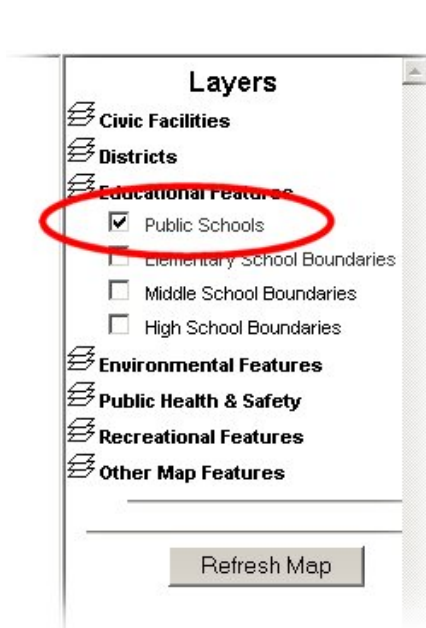


*Click to expand*

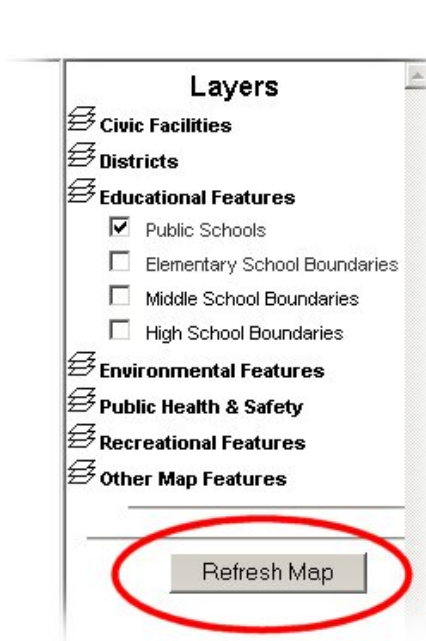


*List of Layers*

Next, click the check box to the left of the layer name, then click the Refresh Map button.



*Check the layer you wish to see.*



*Click the Refresh Map button.*



***“I added a layer to the map, but I still don’t see it.”***

If you don't see the layer that you want to view, then it is most likely a scale dependant layer. These layers are “hidden” until you zoom in to a certain scale. This is done to hide highly detailed layers that might otherwise clutter up your map when you are working at small scales.

The Aerial Photos layer is an example of scale dependant layer. To view the Aerial Photos, make sure it is checked on and simply zoom in.